



TOWN OF NORTH ANDOVER
FINANCE COMMITTEE
Meeting Minutes
Meeting Date: 18 February 2010

Meeting Location: Town Hall, Second Floor
Conference Room

Meeting Called to order: 6:40 PM

I. FinCom Members in Attendance

Mark Rodgers-MR, Chairman	X	Ramsey Bahrawy -RB	X
Peter Besen-PB, Vice Chairman	X	Bonnie Wilkinson-BW	X
Ben Osgood-BO		Carlos Bielicki-CB	
Jean Sullivan-JS	X	Thom Dugan-TD	X
Alan LeBovidge-AL	X	Herb Cunha-HC, Minutes	X

Non FinCom Members in Attendance

OTHERS: Mark Rees, MRees-Town Mgr.
Christine Allen, CA-V. Chair School Committee
Tracey Watson, TW-Chair. BOS
Tim Willett, TimW-Water & Sewer Dept.

Note: All FINCOM votes are subject to change upon receipt of new information.

II. Previous Minutes Approved

DATE: 11 Feb 2010 Approved with change, MR will revise, Vote: Motion MR, Seconded AL,
Yes-Unanimous

III. New Business

AGENDA ITEM: A. Warrant Articles (Mark Rees)

Discussion -MRees: He provided a listing of possible articles for Town Meeting. BOS has two weeks to review. He researched other towns to learn if they provided transparency relative to funding of union contracts. Not all towns vote on each contract funding. He is concerned about the impact that this transparency might have on our town meeting running smooth.

 -Discussion included fact that many town warrants review funds for each contract to include Schools. The State doesn't require this transparency for Schools but some towns do both.

AGENDA ITEM: A. Warrant Articles (Mark Rees), continued

- Discussion:
- Reference was made to Chapter 150e, where State Law mandates that town meeting should vote on approval of funding for the municipal contracts not school contracts. Again some towns do both. Exchange took place with FINCOM members and BOS and School Committee attendees. Question was raised about what happens if contract funding is turned down at town meeting. This question will be presented to MRees.
 - There is interest in learning from each town what their process is for presenting transparency on funding contracts. Education on this topic is advised so that all understand this issue.

AGENDA ITEM: B. CIP-Water meter replacement review

- Discussion:
- MR: Mentioned that \$450k is shown for final, phase 5, for meter project.
 - TimW: Meters are read both by radio and by hand held devices. Program began 2001. Battery life is 15 years. Meter installation is now at 85% completion. Replacement will occur in the 10-15 year timeframe. Next option would be a drive-by system to read meters. An estimated cost for this system is \$50k-100k.
 - Discussion included project with 5 phases at \$350k for engineering and contractor to replace meters. Question raised about an additional \$100k. In past these funds were taken from Operating Budget/Enterprise Fund. Concern was raised about rates being increased. Also we are incurring interest on the \$100k since this is a 10 year bond.

AGENDA ITEM: C. CIP-Sewer Sutton Street review

- Discussion:
- TimW: Piping is undersized under the street for a distance of 900 feet. Odor occurs due to hydrogen sulfide, erosion is evident and contents are rising up through the manholes because piping cannot handle the capacity. We contract out and conduct public bidding with 4 firms for engineering design. Usually 10-20 bids are received for construction. Total cost for engineering and construction is \$495k. For Waverly road the \$3.2M has come in lower, \$1.5M. Project to begin in Spring 2010.
 - MR: He will send email to Mark Rees and Bruce regarding Waverly Road project coming in at a lower cost. Have the under budget funds been redirected and to be appropriated, but still in the sewer system or associated project?

AGENDA ITEM: **D. CIP-Police Vests**

Discussion: **Vote Taken: AL made a motion to approve \$40k CIP funds for Police body armor. Seconded by JS.**
There was discussion about cost sharing with other towns, NEMLEC, etc.
Vote: Yes, unanimous.

AGENDA ITEM: **E. CIP-Police Station Equipment**

Discussion: **Vote Taken: AL made a motion for Item 4 to approve \$405k for Police Building equipment, new radio station, radio tower and associated equipment. Seconded by RB.**
There was discussion about funding being raised from \$305k to \$405k.
Vote: Yes 6, No 1-RB, A 0.

AGENDA ITEM: **F. Labor Contract Warrant Article discussion and Vote**

Discussion: -Reference Item A above. Vote planned for Contract Funds transparency by 5 March 2010.

III. Old Business/Non-Agenda Items

NON-AGENDA ITEM: **G. New Business-Fire Radios**

Discussion: **Vote Taken: AL made a motion for Item 5 to approve funding for Fire Radios. Seconded by RB.**
Vote: Yes 6, No 1-RB, A 0

IV. Next Meetings

Thursday, 25 Feb 2010 Town Hall, 6:30 PM

V. Adjournment

Motion: AL	Unanimous
Seconded: BW	Time: 9:20 PM

ACTION ITEMS

C=Complete

ITEM #	ACTION ITEM	INDIVID.	COMPL. DATE	STATUS
1	Send out financial assumptions model, update with actuals, 2009 model	MR	19 Nov	C
2	Contact Art. and Wellesley for their financial models	MR	19 Nov	
3	Check on website for financial forecasting documents	PB	19 Nov	
4	Contact M. Rees to invite Andover Facility Manager to come to North Andover	MR	19 Nov	C
5	Email Rick Nardella, BOS, about vacant Bradstreet School for planned action	MR	19 Nov	C
6	Revise forecast and CIP in analysis	MR/TD	7 Jan	C
7	Bring binder with budget for BW to review	MR	7 Jan	C
8	Convert minutes and Agenda to PDF format and sent to Peter for posting.	MR/HC	11 Jan	HC to format-C
9	Email a request to Matthew Killen and Sch Comm. to requote the IT proposal with alternative equipment and also look for the same products at different vendors with the intent of lowering the price of the project.	MR	4 Feb	
10	Provide a format for a position list, with columns such as FTE levels, salaries, etc. He will send to MR and MRees. Entries can then be made.	TD	25 Feb	
11	Prepare schedules for CIP Articles/voting A/R and Department visitations to FINCOM.	MR	18 Feb	
12	Schedule a Warrant Article on contracts for a vote.	MR	18 Feb	
13	Send email to MRees and Bruce about possible directing lower cost for Waverly Road project.	MR	25 Feb	